

# Virginia Wireless E-911 Services Board

## Project Management Monthly Activity Report

Vendor: **L. Robert Kimball & Associates, Inc.**  
 Region/Locality: **Southeast Region**  
 Period: **02/01/03 - 02/28/03**

Activity Report				
Task	Hours This Period	Total Hours	% Complete	Comments
<b>Active Tasks</b>				
<b>PSAP STRATEGIC PLANNING</b>	<b>6.50</b>			
1. Periodic review of each PSAP's project plan.	3.50	195.00	57%	Revised plans to reflect current status, accomplishments, and problems.
2. Planning meeting with LRK staff, directors/coordinators, and follow up of such.	3.00			Reviewed PSAP plans. Tasks related to deployment but not categorized as a
<b>PSAP ASSESSMENTS</b>	<b>3.00</b>			
1. Evaluation of CPE integration with CAD and mapping.	3.00	124.50	87%	City of Staunton and Nelson County.
<b>FUNDING REQUEST/TRUE UP ASSISTANCE</b>	<b>1.00</b>			
1. Assisted with questions related to funding, budgets, and true up.	1.00	35.50	50%	Augusta County and City of Staunton.
<b>LEC/WSP LIAISON</b>	<b>20.75</b>			
1. Reviewed CRS for T-Mobile with Staunton.	1.00	197.52	44%	
2. Assisted Staunton with deployment documents requested	2.00			
3. Followed up on Sprint PCS Phase I turn up for Harrisonburg PSAP.	1.00			Verizon is unable to locate POP facilities at the 911 tandem in Staunton to interconnect carriers 911 trunks as well complete 911 traffic re-home for Harrisonburg PSAP. Will follow up with Verizon on status of facilities
4. Reviewed and completed carrier questionnaire and NDA from TSI Connections for Augusta County and City of	6.00			
5. Researching status of LEC; trunk order status; WSP coordination.	8.50			Meetings, calls, and e-mails with LEC. Nelson County, Augusta County, City of Waynesboro, City of Staunton, Harrisonburg-Rockingham.
6. Researching status of WSP deployment; address PSAP specific issues with WSP.	2.25			Contact with Alltel, AT&T, Sprint PCS. Region.
<b>INSTALLATION OVERSIGHT</b>	<b>0.00</b>	0.00	0%	
<b>CUT-OVER ASSISTANCE</b>	<b>1.00</b>			
1. Assist with turn up issue with Sprint PCS.	1.00	1.00	1%	Harrisonburg-Rockingham. Sprint PCS turn up.

<b>SYSTEM IMPLEMENTATION</b>		<b>3.00</b>			
1. Review and determine status of deployment for Waynesboro. Noted issues with LEC and CPE.	2.00	62.25	12%	As of report date PSAP is moving forward with deployment. Project had stalled due to issues with LEC. Reviewed PSAP plans and inventory in regard to actual deployment. Region.	
2. Assure PSAPs are continuing on target with deployment in regard to all equipment components as the system.	1.00				
<b>MAPPING/GIS ASSISTANCE</b>		<b>5.00</b>			
1. Researching mapping information for PSAPs. Determining compatibility with current components. Provided specific information about display products and maintenance products.	5.00	138.00	16%	Nelson County, City of Staunton, and Waynesboro.	
<b>PROJECT REPORTING</b>		<b>14.75</b>			
1. Prepared report outlining pertinent information for each PSAP for month of January.	8.00			Collected information and prepared monthly report for WSB.	
2. Database maintenance and update CMRS information in PSAP database.	6.75	120.45	23%	Updated database to reflect current information.	
<b>TRAINING</b>		<b>4.00</b>			
1. Prepared training sheet for PSAPs for Phase I deployment use.	4.00	4.00	5%	Prepared training sheet to provide to PSAPs as WSPs are turned up. Will review for needed revisions and PSAP specific issues.	
<b>ACCEPTANCE TESTING</b>		<b>0.00</b>	0.00	0%	
<b>TOTAL HOURS</b>		<b>59.00</b>	<b>878.22</b>		
<b>Completed Tasks</b>					
PSAP Assess	Region				

Issues of Importance / Accomplishments	
The month of February was a slow month in the region. Equipment and trunks are on order. The weather played a role in the months activities; meetings and conference calls were cancelled.	